

FISCAL YEAR 2013-2014 WORK PLAN

Assessment Division

Office of Environmental Compliance

Evita Lagard, Administrator

10/31/2013

AIR FIELD SERVICES

1. Capture/collect 75% of data as per EPA, PPG, and Operational Plan requirement

Site operators are responsible for monitoring and capturing data. Over the next year we will: <ul style="list-style-type: none">• Conduct 3797 Site Visits• Conduct 204 Ozone Certifications on Site Calibrators• Conduct 184 Calibrations on Gas Parameters• Conduct 510 One point Verifications on Particulate Samplers• Conduct 28 Mass Verification on TEOM Particulate Samplers• Conduct 30 Flow Rate Check on TSP Samplers	For more information on this project, please contact:	Status/Updates:
	Shannon Saunier 225 925-6239 shannon.saunier@la.gov Yasoob Zia 225 219-3719 yasoob.zia@la.gov	

2. Identify and Train Personnel for MAML Duty

<ul style="list-style-type: none">• Develop training course for MAML duty.• Provide training materials in electronic format.• Identify eligible participants.• Schedule training dates and times.• Implement training schedule.	For more information on this project, please contact:	Status/Updates:
	David Wagenecht 225 219-3500 david.wagenecht@la.gov Bob Bailey 225 922-1413 bob.bailey@la.gov Yasoob Zia 225 219-3719 yasoob.zia@la.gov	

3. Capture/Collect PAMS Monitoring & Sampling data as per EPA, PPG, Operational Plan, and/or State Toxic Rule Requirement

Toxics and PAMS group is responsible for monitoring O3 precursors and toxics. Over the next year we will: <ul style="list-style-type: none">• Conduct 605 Site Visits• Collect 2984 Valid Canisters	For more information on this project, please contact:	Status/Updates:
	Bob Bailey 225 922-1413 bob.bailey@la.gov Yasoob Zia 225 219-3719 yasoob.zia@la.gov	

4. Certify data as per EPA, PPG, Operational Plan and plan updates

Data analysis section is responsible for analyzing data and reporting. Over the next year we will: <ul style="list-style-type: none">• Certify 90% of the data captured• Collect 3400 PM filters• Submit network assessment report to EPA• Update SOPs and QAPPs• Update PPG and OP plans• Set up, and collect air monitoring data from, near-road site near I-10/I-610 interchange in New Orleans. Site to be operating by Jan. 1, 2014	For more information on this project, please contact:	Status/Updates:
	David Caillet 225 925-6159 David.caillet@la.gov Yasoob Zia 225 219-3719 yasoob.zia@la.gov	

5. Perform I/M and Stage II Duties as per EPA and PPG requirements

<p>I/M and stage II group will conduct the following over the next year:</p> <ul style="list-style-type: none">• Conduct 380 Stage II inspections in six parishes and prepare written reports• Conduct 80 Stage I inspections in six parishes and prepare written reports• Conduct 10,000 sticker enforcement surveys annually• Conduct 2,400 roadside inspections annually	For more information on this project, please contact:	Status/Updates:
	<p>Kenny Kimball 225 219-3523 kenny.kimball@la.gov</p> <p>Yasoob Zia 225 219-3719 yasoob.zia@la.gov</p>	

6. Perform conformity and fuels duties as per PPG and EPA/DOT requirements

<p>The Air Field Services is responsible for conformity and fuels requirements. Over the next year we will:</p> <ul style="list-style-type: none">• Review 90% of Solicitations Of Views(SOVs) submitted to DEQ for general conformity projects• Participate in meeting with local metropolitan planning organizations (MPOs) to discuss transportation Issues• Attend at 50% of Technical Advisory Committees/Transportation Policy Committees (TAC/TPC) meetings• Meet with DOTD, FHWA, and EPA on transportation conformity analysis and motor vehicle emission budget (MVEB) for non-attainment areas	For more information on this project, please contact:	Status/Updates:
	<p>Yasoob Zia 225 219-3719 yasoob.zia@la.gov</p>	

EMERGENCY RESPONSE

1. Evaluate and Enhance Paperless Transfer of Complaint/Spill Information from SPOC to Regional Offices

The transfer of all spill/complaint notifications to the Regional Offices by electronic methods only was implemented in FY 10-11. For FY 13-14, we will: <ul style="list-style-type: none">• Evaluate the e-process implemented FY 10-11 with input from select Regional Office end users• Make appropriate changes to SOP's and processes to improve the timely transfer of Complaint/Spill information to Regional Offices.	For more information on this project, please contact:	Status/Updates:
	Bryan Riche 225-219-3616 Bryan.riche@la.gov Cindy LaFosse 225-219-3640 Cindy.Lafosse@la.gov Ji Wiley 225-219-3621 Ji.Wiley@la.gov	

2. Address Deficiencies in Trained Personnel to Participate in Radiation Emergency Planning (REP) Drills

The transfer of all spill/complaint notifications to the Regional Offices by electronic methods only was implemented in FY 10-11. For FY 13-14, we will: <ul style="list-style-type: none">• Develop and implement a training program to enable current REP drill participants to assume additional responsibilities• Develop and implement a training program to train new REP volunteers	For more information on this project, please contact:	Status/Updates:
	Bryan Riche 225-219-3616 Bryan.riche@la.gov Cindy LaFosse 225-219-3640 Cindy.Lafosse@la.gov Ji Wiley 225-219-3621 Ji.Wiley@la.gov	

3. Identify and Train Responders for Weekend Emergency Response Duty

<p>In FY 10-11 a training manual, lesson plan and seminar was developed to coach additional personnel in the duties and responsibilities of weekend emergency response duty.</p> <p>For FY 13-14, we will:</p> <ul style="list-style-type: none">• Refine current training course for weekend responders to address current newly identified needs• Identify regional and headquarters assets in addition to Inspection Division staff that can participate in weekend response duty• Conduct a minimum of 2 training courses at Regional Offices in FY 13-14	For more information on this project, please contact:	Status/Updates:
	<p>Bryan Riche 225-219-3616 Bryan.riche@la.gov</p> <p>Chad Scroggs 225-219-3630 Chad.scroggs@la.gov</p>	

4. Work with Enforcement to Develop Expedited Penalties for CAP Program

<p>The Enforcement Division has stated that several recurring CAPP violations may be appropriate for Expedited Penalty action.</p> <p>For FY 13-14, we will:</p> <ul style="list-style-type: none">• Review guidance proposed for standardized CAPP enforcement• Develop a list of those violations suitable for XP action	For more information on this project, please contact:	Status/Updates:
	<p>Kevin Sweeney 225-219-3637 Kevin.Sweeney@la.gov</p>	

RADIATION

1. Radiation Application Processing

The Assessment Division/Radiation Section will process 100% of the radioactive material applications for registration, licensing, and certification within 30 business days of receipt of complete applications as per the operational plan.	For more information on this project, please contact:	Status/Updates:
	Scott Blackwell 225-219-3639 Richard.Blackwell@la.gov	

2. Review and Update All Radiation SOPs

<ul style="list-style-type: none">Review and update 19 Radiation-related SOPs in accordance with LDEQ’s Quality Management Plan every two years.Develop new SOPs if the need arises.Update Delegations, Notifications, Designations, Appointments, and Agreements	For more information on this project, please contact:	Status/Updates:
	Jim Pate 225-219-3860 James.Pate@la.gov	

3. Radiation Inspections

As per the operational plan, radiation inspectors will inspect: <ul style="list-style-type: none">95% of radiation licensees.90% of x-ray registrants.100% of mammography facilities. Approximately 25% of these respective inspections will be completed each quarter of FY 2012-13.	For more information on this project, please contact:	Status/Updates:
	Dwayne Stepter 225-219-3642 Dwayne.Stepter@la.gov Scott Blackwell 225-219-3639 Richard.Blackwell@la.gov Joe Noble 225-219-3643 Joe.Noble@la.gov	

4. Ensure Adequate Training of All Radiation Section Employees as required by the Nuclear Regulatory Commission

<ul style="list-style-type: none">• Identify employees needing radiation training.• Find NRC-funded training courses in which to enroll them.• Ensure adequate means and preparation to successfully complete the courses.	For more information on this project, please contact:	Status/Updates:
	Judy Schuerman 225-219-3634 Judith.Schuerman@la.gov Dwayne Stepter 225-219-3642 Dwayne.Stepter@la.gov	

5. Follow Up from IMPEP Review

<ul style="list-style-type: none">• Develop regulations to remain compatible with NRC regulations.• Correct Sealed Source and Device records to comply with NRC requirements.	For more information on this project, please contact:	Status/Updates:
	Judy Schuerman 225-219-3634 Judith.Schuerman@la.gov Joe Noble 225-219-3643 Joe.Noble@la.gov Jim Pate 225-219-3860 James.Pate@la.gov	

WATER SURVEYS

1. Complete EPA 106 Grant Commitments

Water Surveys will complete the modeling section’s requested TMDL surveys during this fiscal year. The Vermillion / Teche Discharger Inventory will be conducted in support of these TMDL surveys. An accounting of the TMDL surveys and dischargers of other surveys that may be requested will be reported quarterly during this fiscal year.	For more information on this project, please contact:	Status/Updates:
	David Greenwood (225) 219-3618 david.greenwood@la.gov	

2. Be Prepared to React to Emergency Situations as needed

Assist as needed in support of emergencies: B. P. SCAT Project, NRDA Submerged Oil Project, Secretive Marsh Bird Project, NRDA Oyster Project and the B. P. Seafood Safety Project. An accounting for each of these projects will be reported quarterly during this fiscal year.	For more information on this project, please contact:	Status/Updates:
	David Greenwood (225) 219- 3618 david.greenwood@la.gov	

3. Complete EPA 319 Grant Commitments

Water Surveys will collect Non Point’s requested data for its projects. The current projects are Marsh Bayou, Bayou Lafourche and Turkey Creek. An accounting for each of these projects as well as other surveys that may be requested will be reported quarterly during this fiscal year.	For more information on this project, please contact:	Status/Updates:
	David Greenwood (225) 219-3618 david.greenwood@la.gov	